

## STAFF REPORT

**BOARD MEETING DATE:** May 13, 2025

**CATEGORY:** Consent Calendar 19

**SUBJECT:** Approve budget amendments which: (1) Increase appropriations by: (a) \$2,000 in the CSA Administration Budget (BU 175); and (b) \$9,100 in the Roads Budget (BU 301); and (2) increase revenue by \$11,100 in the Facilities Management Admin Budget (BU 955) for the transfer of capital assets.

**DEPARTMENT:** Public Works

**SUPERVISORIAL DISTRICT #:** All

**DEPARTMENT CONTACT:** Rachelle Kaschke, Chief Fiscal Officer, (530) 225-5661

**STAFF REPORT APPROVED BY:** Troy Bartolomei, Public Works Director

<u>Vote Required?</u>	<u>General Fund Impact?</u>
4/5 Vote	No General Fund Impact

### RECOMMENDATION

Approve budget amendments which: (1) Increase appropriations by: (a) \$2,000 in the CSA Administration Budget (BU 175); and (b) \$9,100 in the Roads Budget (BU 301); and (2) increase revenue by \$11,100 in the Facilities Management Admin Budget (BU 955) for the transfer of a 2015 Ford F350 (Capital Asset # 40190) and the transfer of a 2017 Yale Forklift (Capital Asset # 40507).

### DISCUSSION

Facilities Management has surplus vehicles and equipment from the discontinued recycle program. CSA Admin is interested in acquiring the 2015 Ford F350 that would replace one of their existing vehicles that is past its useful life. Roads Admin is interested in acquiring the 2017 Yale Forklift that would be added to the existing fleet. This forklift would allow for redundancy in loading and unloading of materials and supplies when the other forklift is in use.

### ALTERNATIVES

The Board may decline to approve the budget amendments. CSA Admin would continue to use a vehicle past its useful life and accrue repair costs. Roads would not have the redundancy that comes with an extra forklift which could hinder efficiency.

### OTHER AGENCY INVOLVEMENT

The budget amendments have been reviewed by the Auditor-Controller. County Counsel has approved the recommendation as to form. The recommendation has been reviewed by the County Administrative Office.

### FISCAL IMPACT

There is no General Fund impact as a result of the recommended actions. Upon approval of the recommendation, sufficient appropriations will be available in the Fiscal Year 2024-25 budgets of the benefiting departments.

### ATTACHMENTS:

- 1: Budget Amendment – CSA Admin
- 2: Budget Amendment – Roads
- 3: Budget Amendment – Facilities